

VSH Governing Body Meeting Minutes

May 16, 2007, 1:30 pm

Medical Director's office

Type of meeting:	Oversight
Facilitator:	Michael Hartman, MH Deputy Commissioner
Note taker:	Denise McCarty
Governing Body Members:	Dr. William McMains; Terry Rowe; Dr. Tom Simpatico; Dawn Philibert (designee for Sharon Moffatt); Butch Alexander.
Attendees:	Wendy Beininger, Jessica Oski, Scott Perry Public: Anne Donahue, Scott Thompson

AGENDA TOPICS: APPROVAL OF MINUTES FROM 3/21/07, EXECUTIVE DIRECTOR'S REPORT, MEDICAL DIRECTOR'S REPORT; QUALITY ASSURANCE REPORT; OTHER BUSINESS, PUBLIC COMMENT.

Discussed: The April 2007 meeting minutes were reviewed. DP motioned to adopt the minutes; WM seconded the motion; All in favor; Minutes were approved.

Conclusion: 4/18/07 minutes were approved.

Action: DP motioned to accept the minutes; WM seconded the motion; motion was approved.

Person Responsible:

Due Date:

Discussed: Executive Director's Report (Terry Rowe)

Nominees: There are three nominees for the Governing Body Committee.

VSH Patient Representative Position: Last week Kitty Gallagher, Linda Corey, Scott Perry and Terry interviewed candidates for the VSH Patient Representative position. The position was offered to Jerry Page from Duxbury and he has accepted this position. The starting/orientation time period still needs to be worked out with Scott and Linda.

Positions at VSH: Activities Therapy: We have hired Patrick Kinner from Florida as the Activities Therapy Director. He will oversee programming including substance abuse services. However, we are in the process of hiring a Substance Abuse Clinician, we currently have nine applicants. A Director of Education and Training position has been posted.

Legislative update: The "big bill" was passed by the legislature which means that we should be able to hire two additional System Developer positions to oversee all the new IT software systems as planned.

Other: Terry attended the National Summit for Hospital Superintendents Conference last week. She gave an overview of the conference and how it correlated to the work being done at Vermont State Hospital.

VSH is working collaboratively with DAIL and this is going very well. Terry is having meetings every other week with DAIL's Deputy Commissioner, Joan Senecal.

(End of Executive Director's Report)

Conclusion: n/a

Action:

Person Responsible: N/A

Due Date: N/A

Discussed: Medical Director's Report (by Dr. Thomas Simpatico)

Information and Tracking – Tom gave an update of information that they are tracking and inputting into a database related to metabolic syndrome such as diabetes, heart disease, and the correlation between chronic illness, mental illness and premature death of the mentally ill with chronic illness.

Dr. Daye - Dr. Daye who is the VSH's non-psychiatrist, general practice physician for the patients has taken a leave of absence and it is unclear at this time if she will be returning so arrangements are being looked into for alternate coverage.

Dr. Gellar's Visit – Dr. Jeff Gellar visited VSH for three days last week to look at the progress we are making in the treatment planning process and evolution of systems. He provided opinions of how things are going and he indicated that we are clearly making progress in these areas. He will return in June with the Department of Justice.

WM raised concerns about patient's participation in religious services in treatment planning. He suggested vocational education and vocational activities be included in activity therapy programming. He also suggested creating a list of occupational therapy activities that are currently being offered at VSH like cribbage, reading, etc so it is available to review. Discussion followed.

SAMSHA Grant – Nick Nichols paid off the SAMSHA grant. DP commented and recognized JO on the work she did writing the grant.

EIPRP Committee – Tom gave a brief update about restraint and seclusions.

Second Spring – Plans with transitioning VSH patients to Second Spring are moving forward and are proceeding well.

(End of the Medical Directors' Report)

Conclusion: N/A

Action: N/A

Person Responsible: N/A

Due Date: N/A

Discussed: Quality Management Report (Scott Perry)

SP reviewed patient injuries data (see handout for more detailed information regarding the statistics below).

Patient injury - During April, ten Patient Event/Injury reports were submitted, four of which were reports of injury.

Four different patients sustained injuries and all injuries were considered minor.

Employee injury - During April, seventeen Employee Event reports were submitted and fifteen were reports of injury. Fourteen of the injuries were considered minor, and one was of moderate severity.

Variance Reports - During April, twelve Variance Reports were filed

Patient Grievances – During April, six Patient Grievances were submitted and investigated, and responses were provided to the patients involved.

SP indicated that one of the responsibilities of the VSH Patient Representative position will be to discuss with the patient, their right to file a grievance and if the patient cannot write it themselves, the rep will help them do this.

(End of Quality Management Report)

Conclusions: none

Action: n/a

Person responsible: n/a

Due Date:

Other Business: Dr. Credentialing – TS indicated that there will be new doctor credentialing coming soon.

Second Spring – brief update was given.

Discussed: Advance Directive Policy and Public Comment – JO reviewed with the Committee the latest version of the Advance Directive Policy that incorporated public comments since the last meeting. JO discussed the reasons for the minor changes. There were no public comments to this newest version of the policy. WM motioned to accept the Advance Directives policy as presented. DP seconded this motion. All in favor, motion passed unanimously.

Conclusions: The Advance Directive Policy was approved by the Governing Body Committee.

Action: WM motioned to accept the Advance Directives Policy, DP seconded the motion, all in favor, motion passed unanimously.

Person responsible: n/a

Due Date: n/a

Public Comment: Public comment was taken about various items.

The meeting adjourned at 3:40 pm. The next meeting will be on **June 20, 2007 at 1:30 pm.**

Respectfully submitted,
Denise McCarty
Minute Taker